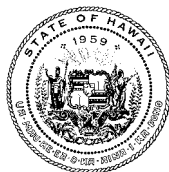


LINDA LINGLE
GOVERNOR OF HAWAII



CHIYOME L. FUKINO, M.D.
DIRECTOR OF HEALTH

STATE OF HAWAII
DEPARTMENT OF HEALTH
ADULT MENTAL HEALTH DIVISION
P.O. Box 3378
HONOLULU, HAWAII 96801-3378

In reply, please refer to:
File:

June 15, 2005

Dear Applicant:

RE: ADDENDUM 1 TO RFP HTH 420-12-05

The following changes have been made to RFP HTH 420-12-05:

Section 2 has been changed as follows:

- a. Paragraph 1 in Section 2. III. A., **General Operations**, on page 2-17 has been deleted.
- b. Paragraph 4 in Section 2. III. A., **8-16 Hour Group Home**, on page 2-20, has been deleted.
- c. Paragraph a. in Section 2. III. B 1., **Personnel**, on page 2-22 has been deleted and replaced with the following paragraph.
 - a. The program shall function under the supervision of an individual having a Masters degree in psychology, social work, behavioral health or behavioral health related fields.
- d. Additional language has been added in Section 2. III. B. 4., Output and Performance Outcome Measurements on page 2-27.

The DIVISION will use the following outcome and output measures in measuring performance of 24 Hour and 8-16 Hour Group Homes:

Program Outcomes and Performance Indicators:

a. **Consumers Served:**

- 1) Outcome: Ensure that housing is available for authorized consumers.

Indicators - Number of:

- a) Consumers referred to housing that meet eligibility criteria;
- b) HOSPITAL/Kahi Mohala consumers entering/exiting the housing program;
- c) ACT consumers exiting/entering the housing program;
- d) Forensic consumers entering/ exiting the housing program;
- e) Homeless consumers entering/exiting the housing program;
- f) Dual-diagnosed consumers entering/exiting the housing program.

- 2) Outcome: Increase community tenure and independent functioning of consumers. Increase number of consumers who reside in 24-and 8-16 hour group homes/apartments and who move into more independent level of housing.

Indicators - Number of:

- a) Consumers moving into more independent levels of housing;
- b) Consumers paying their rent on time;
- c) Consumers in the housing program receiving supportive services; from DIVISION service providers;
- d) Consumers reporting satisfaction with housing.

b. **Housing:**

- 1) Outcome: Provision of safe, decent and affordable housing for consumers under DIVISION guidelines.

Indicators:

- a) Maintain or expand the number of housing code compliant housing units provided to consumers in the program;
- b) Number of houses meeting DIVISION Housing Quality Standards and certified annually by the Division.

- 2) Outcome: Provide data on vacancies, housing, consumer statistical, and other pertinent information requested by the DIVISION. Improve communication with designated DIVISION providers to improve housing services for consumers.

Indicator:

Daily submission of up-dated vacancy reports to the DIVISION.

c. Service/Personnel:

- 1) Outcome: Maintain personnel proficiency and skills in accordance with accreditation standards, Federal and State labor laws and contractual requirements.

Indicators - Number of:

- a) Employees receiving satisfactory performance evaluations;
- b) Employees receiving unsatisfactory performance evaluations;
- c) Employees attending training provided by the agency and the DIVISION.

- 2) Outcome: Organize, maintain, and store consumer files in accordance with agency policies, accreditation standards, and State and Federal laws.

Indicators - Number of:

- a) Consumer files completed with a residential plan and executed lease agreements signed by the consumer and agency designated person within 5 working days of tenant occupancy;
- b) Consumer files reviewed by the Quality Improvement Committee needing no corrective actions.

d. Accessibility and Safety:

- 1) Outcome: Provide reasonable accommodations for consumers referred to the housing program.

Indicator - Number of:

Physically handicapped consumers referred who are not able to enroll in the housing program due to physical accessibility issues.

- 2) Outcome: Ensure the health and safety of consumers and employees in the home.

June 15, 2005
Page 4

Indicators - Number of:

- a) Employees submitting annual TB reports and CPR and first aid certifications;
- b) Consumers and employees receiving health and safety training;
- c) Accidents and deaths in housing program.

Thank you for your attention to these changes.

Sincerely,

THOMAS W. HESTER, M.D.
Chief, Adult Mental Health Division